



**MOUNTAIN IRON  
CITY COUNCIL  
MEETING**

**MONDAY, APRIL 19, 2021**

**6:30 P.M.**

**MOUNTAIN IRON COMMUNITY CENTER  
IROQUOIS ROOM**

**MOUNTAIN IRON CITY COUNCIL MEETING  
COMMUNITY CENTER  
IROQUOIS ROOM  
MONDAY, APRIL 19, 2021 - 6:30 P.M.  
A G E N D A**

- I. Roll Call
- II. Pledge of Allegiance
- III. Consent Agenda
  - A. Minutes of the April 5, 2021, Regular Meeting (#1-11)
  - B. Receipts
  - C. Bills and Payroll
  - D. Communications
- IV. Public Forum
- V. Committee and Staff Reports
  - A. Mayor's Report
  - B. City Administrator's Report
    - 1. Caretaker Agreement (#12-14)
  - C. Director of Public Works' Report
    - 1. Authorization to Advertise (#15)
  - D. Library Director/Special Events Coordinator's Report
    - 1. Plan to Reopen (#16-21)
  - E. Sheriff's Department Report
  - F. City Engineer's Report
    - 1. Pay Request Number 3 – Water Filter (#22-23)
  - G. City Attorney's Report
  - H. Liaison Reports
- VI. Unfinished Business
  - A. Community Wide Survey (#24)
- VII. New Business
  - A. Tennis Court Resurfacing (#25-29)
- VIII. Communications
- IX. Announcements
- X. Adjourn

# Page Number in Packet  
\*Enclosed

MINUTES  
MOUNTAIN IRON CITY COUNCIL  
April 05, 2021

Mayor Anderson called the City Council meeting to order at 6:30p.m. with the following members present: Councilor Steve Skogman, Joe Prebeg Jr., Ed Roskoski, and Mayor Peggy Anderson. Also present were: Craig Wainio, City Administrator; Tim Satrang, Director of Public Works; Amanda Inmon, Municipal Services Secretary; Anna Amundson, Library Director/Special Events Coordinator; Al Johnson, City Engineer; Kevin Friebe, Sheriff's Department and Mark Madden, Fire Department Interim Chief. Absent members: Councilor Julie Buria.

It was moved by Prebeg and seconded by Skogman that the consent agenda be approved as follows:

1. Approve the minutes of the March 15, 2021, regular meeting as submitted.
2. That the communications be accepted and placed on file and those requiring further action by the City Council be acted upon during their proper sequence on the agenda.
3. To acknowledge the receipts for the period March 16-31, totaling \$241,708.19 (a list is attached and made a part of these minutes),
4. To authorize the payments of the bills and payroll for the period March 16-31, totaling \$337,069.65 (a list is attached and made a part of these minutes).

The motion carried Councilor Buria absent.

**Public Forum:**

- No one spoke during the public forum

The Mayor reported on the following:

- No formal report

It was moved by Anderson and seconded by Prebeg to table the Senior Citizen request until the first meeting in May. The motion carried on roll call vote with Councilor Buria absent (No: Roskoski; Yes: Prebeg, Anderson, Skogman).

- Mayor Anderson stated that she requested the request be tabled due to a new double variant COVID strain, and an increase in COVID numbers not only in Minnesota but also in St. Louis County. Discussion ensued with Councilor Prebeg agreeing with the delay due to the recent surge in numbers, Minnesota numbers have been on the rise within the last three weeks, would be better to error on the side of caution.
- Councilor Roskoski stated the Seniors are well verse in regards to masks, hand washing and social distancing; whether they have had, their shots would be their prerogative. This had been previously discussed, that they would take the all the required precautions and the City Administrator and Seniors would put together all required rules, a little surprised the opening is delayed, especially since Virginia Senior center opened roughly a month ago, no concerns or closing at this time.
- Councilor Skogman requested that re-opening be discussed at the next Council meeting in April, instead of waiting until May.

- Carolyn Olsen stated that she spoke with several members via phone regarding opening the Senior Center; none had any problems following the guidelines presented. Quite a few other places are opening up; the Seniors are willing to monitor the building to ensure all guidelines are followed for all of their meetings.

City Administrator:

- Confidentially and Non-Disclosure agreement with ALLETE, Inc. enclosed within the packet has been reviewed and approved by the City Attorney; will be used to negotiate with Minnesota Power a new electrical purchase contract in the near future

It was moved by Skogman and seconded by Prebeg to approve the Confidentially and Non-Disclosure Agreement with Minnesota Power, a division of ALLETE, Inc. as presented. The motion carried on roll call vote with Councilor Buria absent (Yes: Prebeg, Anderson, Skogman; No: Roskoski).

- Councilor Roskoski asked if the contract by Minnesota Power had been reviewed by the Utility Advisory Board (UAB); which it had not. The reason for this question, the City has public electricity; everything the City does is supposed to be open to the public other than certain employee related items, which are kept confidential. If negotiations are to be happening between parties, there is no reason behind all the secrecy when it has do with the residents that live within the City. In Mr. Roskoski's opinion there is no reason for all the Confidentially and Non-Disclosure agreement, etc., etc., it almost like you are negotiating with some foreign nation over nuclear testing or something, just a slight exaggeration. Not necessary, the UAB has no idea, the boards and commissions are supposed to work together.
- Councilor Prebeg stated that it is like any other negotiations the City has with say the Union or whatever, they are confidential until an agreement is reached, then the public is notified, not something, that is unusual.

Director of Public Works:

- New trash canisters placed in parks and public areas as well as new cardboard containers
- Old trash cans are not recycled, as the material is not recyclable, use old cans to re-patch and fix others

It was moved by Roskoski and seconded by Skogman to authorize the purchase of 65-gallon garbage cans from Nedland Industries, Inc. in the amount of \$6,955. The motion carried on a roll call vote with Councilor Buria absent.

Library Director/Special Events Coordinator:

- Congratulations to the Easter Egg Hunt winners
- 3 eggs not claimed within City limits – #31, #43, & #48

It was moved by Prebeg and seconded by Skogman to table to the re-opening of the Mountain Iron Library until the next City Council meeting in April. The motion carried with Councilor Buria absent.

Sheriff's Department:

- No formal report

City Engineer:

- No formal report

It was moved by Prebeg and seconded by Skogman to approve Pay Request #2 – Water Filter project in the amount of \$153,064.45 to Magney Construction Inc. Chanhassen, MN. The motion carried on a roll call vote with Councilor Buria absent.

Fire Department:

- Progress on Fire Marshall, talked to Virginia’s City Administrator
- Part of the Quad Cities Fire prevention program
- Last day of school event, handing out packets for school age kids

It was moved by Prebeg and seconded by Skogman to approve the recommendation of the Personnel Committee and hire the following individuals to the Mountain Iron Fire Department as paid on call firefighters, pending a background check and physical:

- Aidan Bissonette
- Daniel Ronchetti

The motion carried with Councilor Buria absent.

It was moved by Prebeg and seconded by Skogman to approve the recommendation of the Personnel committee and hire Brian Hoag to the Mountain Iron First Responder crew as paid on call responder, pending a background check and physical. The motion carried with Councilor Buria absent.

Liaison:

- No Streets and Alleys committee meeting scheduled at this time

It was moved by Skogman and seconded by Prebeg to approve Ordinance #02-21; Amending Section 154 of the Mountain Iron City code (a copy is attached and made a part of these minutes). The motion carried on roll call vote with Councilor Buria absent (Yes: Anderson, Skogman, Prebeg; No: Roskoski).

- Councilor Roskoski suggested that Planning & Zoning should have been included on the decision, so it would be part of their public record. Suggested that instead of saying must be painted or covered in earth tone colors, or colors that match the main structures at the property, such as the garage, home or even business, so it fits/blends in to its surroundings.

It was moved by Prebeg and seconded by Skogman to approve Resolution #05-21; Local Trail Connections Program Grant Application (a copy is attached and made a part of these minutes). The motion carried on roll call vote with Councilor Buria absent (Yes: Anderson, Skogman, Prebeg; No: Roskoski).

- Councilor Roskoski stated that he checked back and the City cannot use Mesabi Trail name in any way shape or form, unless the City’s trail is up to the standards of the Mesabi Trail. It can be called the Merritt or Mountain Trail, no problem with trail going between #7, 169 intersection along Enterprise Drive north down to Nichols Avenue. Question regarding where the trail will go north on Nichols Avenue, the shoulder of Nichols going to be used, or will there be a separate trail route parallel to Nichols? Private property along Nichols, have property owners been notified or asked

regarding a trail going through their property? The City does not know where the trail is going to go, nor the maintenance is going to be, also don't know if the City would be able to put a trail there, unless the City has the cooperation of the property owners along Nichols Avenue. There are ditches to consider, along with private driveways and front yards.

- City Administrator stated that the trail would be parallel to Nichols Avenue, and that the Resolution does not approve a trail, but only approving an application for a Grant

It was moved by Skogman and seconded by Prebeg to have any item to be placed on the agenda by and Council-member must contain the appropriate background information to inform the City Council of the item to be voted on. The motion carried on roll call vote with Councilor Buria absent.

- Councilor Roskoski question what was appropriate, as that is in the eyes and ears of the beholder
- Councilor Skogman stated that at the last meeting Councilor Roskoski was trying to lead up to a motion and had all the information in front of him, and not passed out to the other Councilor members. Councilor Skogman said he would like a condensed version of information into the minutes, a motion can be made and seconded on of that information then a discussion can held, thus cutting down the time, streamlining it.
- Councilor Roskoski stated that he conducted some checking, one with an attorney, basically told that rules governing meetings whether it is a School Board or City Council or County Board, rules governing these meetings are supposedly put in place at the first meeting of the year, the reorganization meeting. However currently the Council is doing moving target, as we now are currently in April and now adding more rules. Presented information from a prior meeting in December 2020, where a motion was made but the item was not on the agenda, yet the Council voted to spend three quarters of a million dollars on a filter replacement project, yet again it was not on the agenda.
- Councilor Skogman stated that this was one of the reasons for the motion, to clean up and streamline issues such as these, as items should be put on the agenda for a motion to be made

It was moved by Prebeg and seconded by Skogman to donate \$250 to the Summer Outreach Program (SWOP), monies to come from Charitable Gambling Fund. The motion carried on roll call vote with Councilor Buria absent.

It was moved by Prebeg and seconded by Skogman to donate \$250 to the Quad City Food-shelf, monies to come from Charitable Gambling Fund. The motion carried on roll call vote with Councilor Buria absent.

#### Announcements:

##### Councilor Roskoski announced

- Community wide survey added to April 19<sup>th</sup> agenda with background information for additional discussion and possible vote by Council for survey to be conducted
- Merritt Days committee meeting
  - April 15<sup>th</sup> at the MIB School at 6:00pm in the Commons area – door #4

At 7:34p.m., it was moved by Prebeg and seconded by Roskoski that the meeting be adjourned. The motion carried with Councilor Buria absent.

Submitted by:

A handwritten signature in black ink, appearing to read "Amanda Inmon". The signature is fluid and cursive, with a large initial "A" and a stylized "I".

Amanda Inmon  
Municipal Services Secretary  
[www.mtniron.com](http://www.mtniron.com)

**Communications:**

1. **Local Board of Appeals and Equalization (LBAE) scheduled for Wednesday, April 21, 2021 from 5:00pm to 6:00pm at the Mountain Iron City Hall, Iroquois Room.**

Distribution Summary

Category	Distribution	GL Account	Amount
CAMPGROUND RECEIPTS	CREDIT CARD FEES	101-36-6200-091	174.19
CAMPGROUND RECEIPTS	FEES	101-36-6200-091	5,250.00
CAMPGROUND RECEIPTS	LODGING TAX PAYABLE - W2 CAMP.	101-20803	155.70
CAMPGROUND RECEIPTS	SALES TAX PAYABLE-W2 CAMPGR.	101-20800	387.32
FINES	ADMINISTRATIVE OFFENSE	101-35-5100-002	50.00
LEASES	LEASES	101-37-7100-022	20.00
METER DEPOSITS	ELECTRIC	604-22000	1,150.00
MISCELLANEOUS	ASSESSMENT SEARCHES	101-36-6200-070	10.00
MISCELLANEOUS	BLUE CROSS/BLUE SHIELD PAYABLE	101-21709	56,965.38
MISCELLANEOUS	DELTA DENTAL PAYABLE	101-21708	1,583.00
MISCELLANEOUS	FAX CHARGES	101-36-6200-061	51
MISCELLANEOUS	MISC. - GENERAL	101-37-7100-023	640.00
MISCELLANEOUS	REC DEPT-VARIOUS FEES/PMTS	101-36-6200-090	60.00
MISCELLANEOUS	REIMBURSEMENTS	101-37-7100-022	1.53
MISCELLANEOUS	USABLE LIFE INS. PAYABLE	101-21710	345.42
PERMITS	BUILDING	101-32-2100-000	587.45
UTILITY	UTILITY	001-11105	174,327.69
Grand Totals:			241,708.19



## Report Criteria:

Report type: Summary

Check.Type = (&lt;-) "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/21	04/06/2021	155816	10012	ABE ENVIRONMENTAL SYSTEMS, INC	301-20200	6,800.00
04/21	04/06/2021	155817	10068	ADVANCED OPTICAL	101-20200	400.00
04/21	04/06/2021	155818	130017	AMERICAN BANK	101-20200	680.15
04/21	04/06/2021	155819	10075	ARAMARK	603-20200	122.17
04/21	04/06/2021	155820	10019	ARMORY SHELL	101-20200	775.00
04/21	04/06/2021	155821	10042	AUTO VALUE VIRGINIA	602-20200	17.98
04/21	04/06/2021	155822	20033	BIG ASPEN DESIGN COMPANY	603-20200	1,680.00
04/21	04/06/2021	155823	20014	BORDER STATES ELECTRIC SUPPLY	604-20200	160.00
04/21	04/06/2021	155824	20069	BOUGALIS INC.	601-20200	150.00
04/21	04/06/2021	155825	20051	BSN SPORTS, LLC	101-20200	2,483.25
04/21	04/06/2021	155826	30055	BTAC ACQUISITION CORP.	101-20200	1,350.57
04/21	04/06/2021	155827	30021	COMPASS MINERALS AMERICA INC.	101-20200	1,938.93
04/21	04/06/2021	155828	30072	COMPUTER WORLD	602-20200	2,746.80
04/21	04/06/2021	155829	140013	CORE & MAIN LP	601-20200	618.20
04/21	04/06/2021	155830	40060	DELTA DENTAL OF MINNESOTA	101-20200	2,050.55
04/21	04/06/2021	155831	40027	DULUTH/SUPERIOR COMMUNICATIONS INC.	601-20200	360.00
04/21	04/06/2021	155832	60006	FISHER PRINTING COMPANY	602-20200	925.00
04/21	04/06/2021	155833	70029	GUARDIAN PEST CONTROL INC	101-20200	88.60
04/21	04/06/2021	155834	80022	HAWKINS INC	602-20200	972.06
04/21	04/06/2021	155835	80001	HILLYARD/HUTCHINSON	101-20200	459.16
04/21	04/06/2021	155836	80037	HOMETOWN MEDIA PARTNERS	101-20200	12.00
04/21	04/06/2021	155837	10039	KLUN LAW FIRM, P.A.	101-20200	306.90
04/21	04/06/2021	155838	120032	LAKE COUNTRY POWER	101-20200	201.00
04/21	04/06/2021	155839	120002	LAWSON PRODUCTS INC	602-20200	920.02
04/21	04/06/2021	155840	130030	MACQUEEN EQUIPMENT	301-20200	53,500.00
04/21	04/06/2021	155841	130060	MCCARTHY WELL COMPANY	601-20200	540.00
04/21	04/06/2021	155842	130006	MESABI HUMANE SOCIETY	101-20200	1,791.67
04/21	04/06/2021	155843	130004	MESABI TRIBUNE	101-20200	49.85
04/21	04/06/2021	155844	130194	MID-STATE TRUCK SERVICE INC.	603-20200	427.07
04/21	04/06/2021	155845	110035	MIDWEST COMMUNICATIONS	101-20200	100.00
04/21	04/06/2021	155846	130008	MINNESOTA MUNICIPAL UTILITIES	602-20200	4,494.75
04/21	04/06/2021	155847	130024	MINNESOTA POLLUTION CONTROL AG	602-20200	1,955.00
04/21	04/06/2021	155848	130009	MINNESOTA POWER (ALLETE INC)	101-20200	1,268.05
04/21	04/06/2021	155849	130015	MOUNTAIN IRON PUBLIC UTILITIES	602-20200	14,794.64
04/21	04/06/2021	155850	130168	MWOA	602-20200	580.00
04/21	04/06/2021	155851	30001	NAPA AUTO PARTS	101-20200	41.02
04/21	04/06/2021	155852	140005	NORTHERN FITNESS GROUP	101-20200	208.08
04/21	04/06/2021	155853	9039	NORTHLAND FIRE & SAFETY, INC	602-20200	2,412.45
04/21	04/06/2021	155854	160068	PACE ANALYTICAL SERVICES, LLC	602-20200	274.00
04/21	04/06/2021	155855	170007	QUILL CORPORATION	601-20200	61.84
04/21	04/06/2021	155856	180004	RANGE COOPERATIVES	101-20200	85.50
04/21	04/06/2021	155857	190014	SHERWIN WILLIAMS	101-20200	113.79
04/21	04/06/2021	155858	190024	ST LOUIS CO SHERIFF LITMAN	101-20200	42,500.00
04/21	04/06/2021	155859	180016	ST LOUIS COUNTY AUDITOR	101-20200	457.64
04/21	04/06/2021	155860	848	ST. PAUL PORT AUTHORITY	101-20200	2,947.29
04/21	04/06/2021	155861	5007	SUN LIFE FINANCIAL	602-20200	846.16
04/21	04/06/2021	155862	200003	TACONITE TIRE SERVICE	603-20200	1,486.41
04/21	04/06/2021	155863	180023	TECH BYTES	101-20200	40.00
04/21	04/06/2021	155864	180026	TIMOTHY D BROOKS	101-20200	122.00
04/21	04/06/2021	155865	200028	TRI CITIES BIOSOLIDS DISPOSAL	602-20200	7,809.39
04/21	04/06/2021	155866	210009	USA BLUE BOOK	602-20200	141.40
04/21	04/06/2021	155867	220014	VIKING INDUSTRIAL NORTH	101-20200	529.43
04/21	04/06/2021	155868	220004	VIRGINIA DEPARTMENT OF PUBLIC	602-20200	11.40

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
04/21	04/06/2021	155869	260002	Z/TECH	101-20200	76.00
04/21	04/06/2021	155870	260001	ZIEGLER INC	101-20200	4,796.86
04/21	04/06/2021	155871	190059	ST LOUIS COUNTY AUDITOR	603-20200	30,538.75
04/21	04/06/2021	155872	190016	ST LOUIS COUNTY AUDITOR	101-20200	1,119.02
04/21	04/06/2021	155873	170003	QUAD CITY FOOD SHELF	230-20200	250.00
04/21	04/06/2021	155874	4044	SUMMER WORK OUTREACH PROGRAM	230-20200	250.00

Grand Totals:

202,837.80

PP-Ending - 03/19

134,231.85

**TOTAL EXPENDITURES**

**\$337,069.65**



# CITY OF MOUNTAIN IRON

"TACONITE CAPITAL OF THE WORLD"

PHONE: 218-748-7570 • FAX: 218-748-7573 • www.mtniron.com  
8586 ENTERPRISE DRIVE SOUTH • MOUNTAIN IRON, MN • 55768-8260

## ORDINANCE NUMBER 02-21

### AMENDING SECTION 154 OF THE MOUNTAIN IRON CITY CODE

#### THE CITY OF MOUNTAIN IRON HEREBY ORDAINS:

**Section 1. Amending Section 154.022.** Section 154.022 (C) (14) of the Mountain Iron City Code is hereby amended and is to read as follows:

(14) Shipping containers converted for use as an accessory structure. Shipping containers used for this purpose must be painted or covered in earth-tone colors.

**Section 2. Amending Section 154.023.** Section 154.023 (C) (9) of the Mountain Iron City Code is hereby amended and is to read as follows:

(9) Shipping containers converted for use as an accessory structure. Shipping containers used for this purpose must be painted or covered in earth-tone colors.

**Section 3. Amending Section 154.024.** Section 154.024 (C) (8) of the Mountain Iron City Code is hereby amended and is to read as follows:

(8) Shipping containers converted for use as an accessory structure. Shipping containers used for this purpose must be painted or covered in earth-tone colors.

**Section 4. Amending Section 154.026.** Section 154.026 (C) (5) of the Mountain Iron City Code is hereby amended and is to read as follows:

(5) Shipping containers converted for use as an accessory structure. Shipping containers used for this purpose must be painted or covered in earth-tone colors.

**Section 5. Amending Section 154.027.** Section 154.027 (C) (3) of the Mountain Iron City Code is hereby amended and is to read as follows:

(3) Shipping containers converted for use as an accessory structure. Shipping containers used for this purpose must be painted or covered in earth-tone colors.

**Section 6. Inconsistent Ordinances.** All Ordinances or portions thereof inconsistent with this Ordinance shall be repealed and replaced with the provisions of this Ordinance.

**Section 7. Effective Date.** This Ordinance shall be effective in accordance with State Statute.

**DULY ADOPTED BY THE CITY COUNCIL THIS 5<sup>th</sup> DAY OF APRIL, 2021.**

ATTEST:

  
\_\_\_\_\_  
City Administrator

  
\_\_\_\_\_  
Mayor Peggy Anderson



# CITY OF MOUNTAIN IRON

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## RESOLUTION NUMBER 05-21

### LOCAL TRAIL CONNECTIONS PROGRAM GRANT APPLICATION

**WHEREAS**, the City of Mountain Iron supports the grant application made to the Minnesota Department of Natural Resources for the Local Trail Connections Program. The application is to construct one (1) mile of paved trail for the Mountain Iron Recreational Trail System. The trail system is located within the Parkville neighborhood of Mountain Iron, and

**WHEREAS**, the City of Mountain Iron recognizes that it has secured \$470,000 in non-state cash matching funds for this project.

**NOW, THEREFORE, BE IT RESOLVED**, if the City of Mountain Iron is awarded a grant by the Minnesota Department of Natural resources, the City of Mountain Iron agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project. The City of Mountain Iron will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

**BE IT FURTHER RESOLVED** that the applicant has read the Conflict of Interest Policy contained in the Local Trail Connections Grant Manual and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

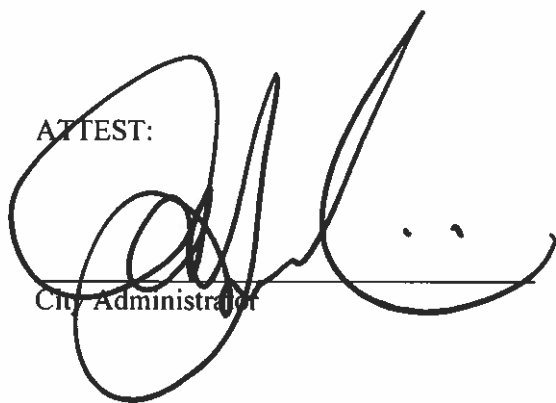
**BE IT FURTHER RESOLVED**, the City Council of the City of Mountain Iron names the fiscal agent for the City of Mountain Iron for this project as:

Craig J. Wainio  
City Administrator  
City of Mountain Iron  
8586 Enterprise Drive South  
Mountain Iron, MN 55768

**BE IT FURTHER RESOLVED**, the City of Mountain Iron hereby assures the Sunnybrook Recreational Trail will be maintained for a period of no less than 20 years.

**DULY ADOPTED BY THE CITY COUNCIL THIS 5<sup>th</sup> DAY OF APRIL, 2021.**

ATTEST:



City Administrator



Mayor Peggy Anderson

**COUNCIL LETTER 041921-VB1**

**ADMINISTRATION**

**WEST TWO RIVERS CARETAKER**

**DATE:** April 15, 2021

**FROM:** Craig J. Wainio  
City Administrator

---

Staff is recommending that the City Council authorize the hiring of Donna Johnson to the caretakers position for the 2021 season. Mrs. Johnson is returning from 2020. Enclosed is an agreement for your approval.

**CITY OF MOUNTAIN IRON  
WEST TWO RIVERS CARETAKER AGREEMENT**

**WHEREAS**, the City of Mountain Iron, St. Louis County, Minnesota, is the owner of the West Two Rivers Campground facility; and

**WHEREAS**, Donna Johnson wishes to contract with the City of Mountain Iron to operate the said campground;

**NOW, THEREFORE**, be it agreed, by and between the parties hereto as follows:

1. Donna Johnson agree to manage said West Two Rivers Campground for the period of May 14, 2021 through September 13, 2021 or until such point that recreational camping is closed by the State of Minnesota.
2. The City of Mountain Iron agrees to pay Donna Johnson the sum of \$800.00 per week for operation of said facility. Said compensation shall be paid bi-weekly. The managers agree to staff the campground and/or office daily, seven days per week and respond to requests for information or service from campground users at other times of the day. If necessary, the managers must inform the City Administrator or designee of any changes in the schedule. If the managers are to be absent at any time, they must post this information on the Caretaker's Board outside of the office building stating their departure and arrival.
3. Donna Johnson agree to act as managers of the campground facility and to collect the fees for the campground and to transmit the same to the City of Mountain Iron on an as-needed basis, during city office hours.
4. Donna Johnson consents and agrees that the contractual duties of supervising the West Two Rivers Campground facility include, but are not limited to, those indicated on Exhibit "A" attached hereto and made a part of hereof.
5. Donna Johnson consent and agree that services and duties of supervising the West Two Rivers Campground facility indicated on Exhibit "A" attached and other duties are required to be performed by them individually. Donna Johnson are prohibited from subcontracting and/or hiring out any of their responsibilities to any other individual or organization, without the express written consent of the City of Mountain Iron.
6. The City of Mountain Iron can terminate this contract at any time.

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2021

\_\_\_\_\_  
- Signature & Date

\_\_\_\_\_  
Craig J. Wainio, City Administrator

## EXHIBIT "A"

### WEST TWO RIVERS CAMPGROUD MAINTENANCE GUIDE & DUTIES

#### DAILY:

1. Take reservations for campsites, maintain camping and pavilion rental records as required.
2. Collect fees as needed and turn-in fees and receipts daily to the Mountain Iron City Hall Office.
3. Check for phone messages and return phone calls as soon as possible.
4. Perform daily inspections of all campsites each evening to ensure that payments have been made on all occupied sites and make appropriate arrangements for collection of unpaid fees.
5. Enforce campground rules and regulations, contact law enforcement when necessary.
6. Provide all campers with a copy of the campground rules and explain rules as necessary.
7. Managers' residence and grounds must be kept clean and in order at all times. NO smoking is allowed in any City buildings.
8. Check all bathrooms, shower stalls and change house for cleanliness before 8:00 a.m. and check again before 6:00 p.m. and clean, if needed.
9. Clean all bathrooms, shower stalls, sink fixtures, and also sweep and mop the office building before 8:00 a.m. and check again before 6:00 p.m. and clean them again, if needed.
10. Wipe off picnic tables at campsites and clean pavilions. Make sure faucets are clean and operating.
11. Pick-up litter in the beach area, at boat landings and all fishing docks.
12. Cleaning supplies will be furnished by Owner. Notify them when you need any supplies.
13. Maintain public information material as provided by the City at the campground office, answer questions and inquiries concerning the information and available services around Mountain Iron.
14. Inspect campground for safety-maintenance conditions and necessary repairs, and inform City personnel, promptly, if any repairs or other corrections are needed.

#### WEEKLY:

1. Cut the grass and do weed trimming of the campground, as needed.
2. Rake/pick up all sticks, branches, etc.
3. Wash windows and screens on all buildings as needed.
4. Pick up litter along County Road 761 (Campground Road) twice a week.
5. Clean/wash shower curtains. Notify the office if you need to replace them.
6. Scrub out and sanitize shower stalls. This includes walls and floors of shower stalls and also bathroom commodes.

#### AS NEEDED:

1. Clear branches from campground area.
2. Clean and inventory storage area in upper restroom building.
3. Empty all garbage cans into black trash containers. Call City Hall if extra dumps are needed.
4. Perform duties as assigned by the Public Works Director as to the operation of the campground.
5. Notify portable toilet contractor of problems or additional servicing when required.



**COUNCIL LETTER 041919-VC1**

**PUBLIC WORKS**

**SUMMER EMPLOYEES**

**DATE:** April 15, 2021

**FROM:** Tim Satrang  
Director of Public Works

Craig J. Wainio  
City Administrator

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Staff is requesting that the City Council authorize Staff to advertise for temporary seasonal employees for the summer months. Once a list of potential employees is developed, it will be forwarded to the City Council for final approval.



# COVID-19 PREPAREDNESS PLAN FOR MOUNTAIN IRON PUBLIC LIBRARY

The Mountain Iron Public Library is committed to providing a safe and healthy place for all patrons and staff. To ensure we have a safe and healthy building, the Mountain Iron Public Library has developed the following COVID-19 Preparedness Plan in response to the COVID-19 pandemic. Staff and patrons are all responsible for implementing this plan. Our goal is to mitigate the potential for transmission of COVID-19 in our communities, and that requires full cooperation. Only through this cooperative effort can we establish and maintain the safety and health of all persons in the Mountain Iron Public Library.

The COVID-19 Preparedness Plan is administered by the Library Director & City Administrator, who maintain the overall authority and responsibility for the plan. However, staff and patrons are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan.

The Mountain Iron Public Library's COVID-19 Preparedness Plan follows the industry guidance developed by the state of Minnesota, available at the Stay Safe Minnesota website (<https://staysafe.mn.gov>), which is based upon Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19, Minnesota Occupational Safety and Health Administration (MNOSHA) statutes, rules and standards, and Minnesota's relevant and current executive orders. It addresses:

- ensuring those that are sick stay home & prompt identification and isolation of sick persons;
- social distancing – staff and patrons must be at least six-feet apart;
- hygiene and source controls, including face coverings;
- building and ventilation protocol;
- building cleaning and disinfection protocol; and
- communications and training practices and protocol.

The Mountain Iron Public Library has reviewed and incorporated the industry guidance applicable to our business provided by the state of Minnesota for the development of this plan, including the following industry guidance for indoor venues.

## **ENSURE THOSE THAT ARE SICK STAY HOME & PROMPT IDENTIFICATION AND ISOLATION OF SICK PERSONS**

Staff and patrons have been informed of and are encouraged to self-monitor for signs and symptoms of COVID-19. The following policies and procedures are being implemented to assess staff and patrons health status prior to entering the building and for staff or patrons to report when they are sick or experiencing symptoms. Staff and patrons must report to the Library Director/ City of Mountain Iron if they are experiencing symptoms of COVID-19 or have tested positive for COVID-19 and have been in the building in the last 14 days. A temperature scanner is available at the entrance for staff and patron use.

Mountain Iron Public Library has also implemented a policy for informing members if they have been exposed to a person with COVID-19 at their building and requiring them to quarantine for the required amount of time.

Staff and patrons acknowledge that they are entering at their own risk.

**Beginning Monday, May 3rd, 2021, the Mountain Iron Public Library will be open for business. Hours of operation:**

**Mondays 10:00am - 12:00pm & 4:00 - 6:00pm**

**Tuesdays 10:00am - 12:00pm & 4:00 - 6:00pm**

**Wednesdays 10:00am - 12:00pm & 4:00 - 6:00pm**

**Thursdays 10:00am - 12:00pm & 4:00 - 6:00pm**

**Fridays - CURBSIDE PICK-UP ONLY 10:00am - 2:00pm**

**Curbside pick-up service will be available for those who prefer it. Hours of curbside service: Monday - Thursday, 10:00am - 6:00pm & Friday, 10:00am - 2:00pm.**

## **SOCIAL DISTANCING – STAFF AND PATRONS MUST BE AT LEAST SIX-FEET APART**

Social distancing of at least six feet will be implemented and maintained between staff and patrons in the building through the following engineering and administrative controls: limiting the number of members in the building at one time in accordance with State guidelines. Persons in the building shall not gather in groups in common areas and “bottlenecks”, including meeting rooms, stairways, entrances, and exits. The Library will provide recommended or required protective supplies, such as face coverings, gloves, and disinfectant with instructions on how to properly use them.

**All patrons (everyone, ages 5 and up, no exceptions) must wear a mask. Please note that face shields are not considered sufficient protection unless accompanied by a cloth or surgical face mask. Masks must cover the nose and mouth completely. If a patron does not have a mask, one will be provided to them.**

**Curbside pick-up service is available for those who are unable to wear a mask as well as for anyone else who prefers that service.**

## **HYGIENE AND SOURCE CONTROLS**

Basic infection prevention measures are being implemented in our building at all times. Staff and patrons are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially after using the restroom. All staff and patrons are required to wash or sanitize their hands prior to or immediately upon entering the facility. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are located at the entrance and throughout the building so they can be used for hand hygiene in place of soap and water, as long as hands are not visibly soiled. Hand sanitizer facilities will be provided and maintained by the City of Mountain Iron. Source controls are being implemented at our buildings at all times.

Staff and patrons are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing, to avoid touching their face, particularly their mouth, nose and eyes, with their hands, and are expected to dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available to all patrons entering the building.

**Please use hand sanitizer when entering and exiting. Gloves are available. Restrooms/ meetings rooms are not available at this time.**

## **BUILDING AND VENTILATION PROTOCOL**

Operation of the building includes necessary sanitation, assessment and maintenance of building systems, including water, plumbing, electrical, and heating, ventilation and air conditioning (HVAC) systems. The maximum amount of fresh air is being brought into the building, air recirculation is being limited, and ventilation systems are being properly used and maintained.

**A new air filtration/ purification system has been installed.**

## **BUILDING CLEANING AND DISINFECTION PROTOCOL**

Regular practices of cleaning and disinfecting have been implemented, including a schedule for routine cleaning and disinfecting of surfaces, equipment, and areas in the work environment, including restrooms and meeting rooms. Frequent cleaning and disinfecting is being conducted of high-touch areas. Staff will be conducting the cleaning and disinfecting after each browsing session. If a person in the building is symptomatic or is diagnosed with COVID- 19, the building will be immediately closed for 14 days and then disinfected and cleaned by City of Mountain Iron personnel. Appropriate and effective cleaning and disinfecting supplies are available for use in accordance with product labels, safety data sheets and manufacturer specifications, and are being used with required personal protective equipment for the product.

**Please be efficient in your check out. To allow adequate time to clean the library for your safety, browsing is available in two-hour blocks. Please keep your visit brief to help keep the Library safe for everyone to use. Things will look a little different, so be sure to ask a staff member if you need assistance. When browsing the stacks, please do NOT put books/ DVD's**

**back on the shelves after viewing. Book carts are located throughout the Library for you to place discarded items on. These will be sanitized before being returned to the shelves. We appreciate your cooperation.**

**Items you are returning can be placed in the book return bin outside or in the marked return bins inside.**

**Computers will be available for use by appointment only. Call us to reserve: 735 - 8625.**

## **COMMUNICATIONS AND TRAINING PRACTICES AND PROTOCOL**

This COVID-19 Preparedness Plan was communicated by handing out to patrons and posting at the Library on May 3rd, 2021. It was also posted on our website (<https://mountainironlibrary.com>) and on social media. Additional communication will be ongoing by posting updates, and a review of the plan will be conducted monthly, reflecting changing guidelines and recommendations.

This COVID-19 Preparedness Plan has been certified by the City of Mountain Iron, and the plan was posted throughout the building and made readily available to members May 3rd, 2021. It will be updated as necessary by the Mountain Iron City Administrator.

# APPENDIX A – GUIDANCE FOR DEVELOPING A COVID-19 PREPAREDNESS PLAN

## General

Centers for Disease Control and Prevention (CDC): Coronavirus (COVID-19) – [www.cdc.gov/coronavirus/2019-nCoV](http://www.cdc.gov/coronavirus/2019-nCoV)

Minnesota Department of Health (MDH): Coronavirus – [www.health.state.mn.us/diseases/coronavirus](http://www.health.state.mn.us/diseases/coronavirus)

State of Minnesota: COVID-19 response – <https://mn.gov/covid19>

## Businesses

CDC: Resources for businesses and employers – [www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html](http://www.cdc.gov/coronavirus/2019-ncov/community/organizations/businesses-employers.html)

CDC: General business frequently asked questions – [www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html](http://www.cdc.gov/coronavirus/2019-ncov/community/general-business-faq.html)

CDC: Building/business ventilation – [www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html](http://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html)

MDH: Businesses and employers: COVID-19 – [www.health.state.mn.us/diseases/coronavirus/businesses.html](http://www.health.state.mn.us/diseases/coronavirus/businesses.html)

MDH: Health screening checklist – [www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf](http://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf)

MDH: Materials for businesses and employers – [www.health.state.mn.us/diseases/coronavirus/materials](http://www.health.state.mn.us/diseases/coronavirus/materials)

Minnesota Department of Employment and Economic Development (DEED): COVID-19 information and resources – <https://mn.gov/deed/newscenter/covid/>

Minnesota Department of Labor and Industry (DLI): Updates related to COVID-19 – [www.dli.mn.gov/updates](http://www.dli.mn.gov/updates)

Federal OSHA – [www.osha.gov](http://www.osha.gov)

## Handwashing

MDH: Handwashing video translated into multiple languages – [www.youtube.com/watch?v=LdQuPGVcceg](http://www.youtube.com/watch?v=LdQuPGVcceg)

Respiratory etiquette: Cover your cough or sneeze

CDC: [www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html](http://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html)

CDC: [www.cdc.gov/healthywater/hygiene/etiquette/coughing\\_sneezing.html](http://www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html)

MDH: [www.health.state.mn.us/diseases/coronavirus/prevention.html](http://www.health.state.mn.us/diseases/coronavirus/prevention.html)

## **Social distancing**

CDC: [www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html](http://www.cdc.gov/coronavirus/2019-ncov/community/guidance-business-response.html)

MDH: [www.health.state.mn.us/diseases/coronavirus/businesses.html](http://www.health.state.mn.us/diseases/coronavirus/businesses.html)

## **Housekeeping**

CDC: [www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html](http://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html)

CDC: [www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html](http://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/disinfecting-your-home.html)

CDC: [www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html](http://www.cdc.gov/coronavirus/2019-ncov/community/organizations/cleaning-disinfection.html)

Environmental Protection Agency (EPA): [www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2](http://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2)

## **Exhibiting signs and symptoms of COVID-19**

CDC: [www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html](http://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html)

MDH: [www.health.state.mn.us/diseases/coronavirus/basics.html](http://www.health.state.mn.us/diseases/coronavirus/basics.html)

MDH: [www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf](http://www.health.state.mn.us/diseases/coronavirus/facilityhlthscreen.pdf)

MDH: [www.health.state.mn.us/diseases/coronavirus/returntowork.pdf](http://www.health.state.mn.us/diseases/coronavirus/returntowork.pdf)

State of Minnesota: <https://mn.gov/covid19/for-minnesotans/if-sick/get-tested/index.jsp>

## **Training**

CDC: [www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html](http://www.cdc.gov/coronavirus/2019-ncov/community/guidance-small-business.html)

Federal OSHA: [www.osha.gov/Publications/OSHA3990.pdf](http://www.osha.gov/Publications/OSHA3990.pdf)

MDH: [www.health.state.mn.us/diseases/coronavirus/about.pdf](http://www.health.state.mn.us/diseases/coronavirus/about.pdf)

Application for Payment No. 3

To: The City of Mountain Iron

From: Magney Construction, Inc., 1401 Park Road, Chanhasseen, MN 55317

Contract: \_\_\_\_\_

Project: Filter Replacement - Water Treatment Plant

Owners Contract No. \_\_\_\_\_ Engineer's Project No. 193804656

Date of this Invoice: 2-Apr-21

Invoice Work Period: 3-1-21 through 4-2-21

1) Original Contract amount	\$844,500.00
2) Change Orders to date: 1,2	\$58,133.27
3) Revised Contract amount	\$902,633.27
4) Value completed to date	\$358,819.99
5) Materials stored on site	\$0.00
6) Total Earned to date	\$358,819.99
7) Amount retained	\$17,941.00
8) Amount previously paid	\$255,103.95
<b>Amount due this Payment</b>	<b>\$85,775.04</b>

Accompanying Documentation:

CONTRACTOR'S Certification:

The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of work done under the Contract referred to above have been applied on account to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered 1 through 1 inclusive; (2) title of all work, materials and equipment incorporated in said Work otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interest or encumbrance (except such as are recovered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance by the Contract Documents and not defective.

Magney Construction, Inc. (Contractor)

By: Peter Aldritt  
Project Manager

Payment of the above AMOUNT DUE THIS APPLICATION is recommended.

Owner: City of Mountain Iron Engineer: Stantec Engineering

By: \_\_\_\_\_ By: [Signature]

Date: \_\_\_\_\_ Date: 4-8-21



Contractor: Magney Construction, Inc.  
 Owner: City of Mountain Iron, MN  
 Project: Filter Replacement  
 Stantec Project No. 193804656

Date of Application:  
 Work Completed Through:

APPLICATION FOR PAYMENT SCHEDULE

Spec. Section	Description of Work	Scheduled Value	Work Previous Application	Completed This Application	Materials Presently Stored	Total Completed & Stored to Date	% Complete	Balance To Finish
6113	Bond & Insurance	\$ 12,600	12,600.00	0.00	0.00	12,600.00	100%	0.00
11000	Mobilization	\$ 37,700	26,390.00	0.00	0.00	26,390.00	70%	11,310.00
12000	De- Mobilization	\$ 14,200	0.00	0.00	0.00	0.00	0%	14,200.00
15000	Supervision & Gen'l Conditions (5 mos @ \$12K/Mos)	\$ 60,000	17,000.00	12,000.00	0.00	29,000.00	48%	31,000.00
24119	Demolition	\$ 105,700	100,415.00	0.00	0.00	100,415.00	95%	5,285.00
32000	Rebar - Materials	\$ 13,600	8,160.00	5,440.00	0.00	13,600.00	100%	0.00
32001	Rebar - Labor	\$ 12,900	5,160.00	3,870.00	0.00	9,030.00	70%	3,870.00
33000	Concrete Work	\$ 181,400	43,680.00	65,520.00	0.00	109,200.00	60%	72,200.00
42200	Masonry	\$ 7,800	0.00	7,020.00	0.00	7,020.00	90%	780.00
55000	Metal Fabrications	\$ 13,700	0.00	0.00	0.00	0.00	0%	13,700.00
66000	Plastic Fabrications (FRP Grating)	\$ 1,900	0.00	0.00	0.00	0.00	0%	1,900.00
71113	Bituminous Damproofing (Includes Drainage Board)	\$ 5,600	0.00	5,600.00	0.00	5,600.00	100%	0.00
79200	Joint Sealants	\$ 1,600	0.00	0.00	0.00	0.00	0%	1,600.00
99100	Painting	\$ 18,200	0.00	0.00	0.00	0.00	0%	18,200.00
220500	Plumbing Work	\$ 10,800	0.00	5,200.00	0.00	5,200.00	48%	5,600.00
230500	HVAC Work	\$ 21,200	0.00	0.00	0.00	0.00	0%	21,200.00
260505	Electrical Work	\$ 16,600	0.00	3,000.00	0.00	3,000.00	18%	13,600.00
312300	Earthwork	\$ 1,600	0.00	0.00	0.00	0.00	0%	1,600.00
329200	Seeding	\$ 900	0.00	0.00	0.00	0.00	0%	900.00
331000	Water Utilities	\$ 7,800	0.00	0.00	0.00	0.00	0%	7,800.00
400510	Process Pipe & Fittings	\$ 84,500	18,664.99	7,000.00	0.00	25,664.99	30%	58,835.01
400511	Access Manways into Filter Underdrain Plenum	\$ 12,100	9,985.88	2,114.12	0.00	12,100.00	100%	0.00
400525	Process Valves	\$ 48,200	0.00	0.00	0.00	0.00	0%	48,200.00
401100	Pressure Gauges	\$ 800	0.00	0.00	0.00	0.00	0%	800.00
409110	Field Instruments	\$ 1,100	0.00	0.00	0.00	0.00	0%	1,100.00
409132	Magnetic Flow Meters	\$ 3,900	0.00	0.00	0.00	0.00	0%	3,900.00
444313	Filter Equipment	\$ 105,400	0.00	0.00	0.00	0.00	0%	105,400.00
444329	Filter Media	\$ 42,700	0.00	0.00	0.00	0.00	0%	42,700.00
<b>Totals</b>		<b>844,500.00</b>	<b>242,055.87</b>	<b>116,764.12</b>	<b>0.00</b>	<b>358,819.99</b>	<b>42%</b>	<b>485,680.01</b>

4-12-21

To: Craig Wainio  
From: Ed Roskoski

Please place the following on  
the April 19th City Council meeting  
agenda.

Thank You -

Unfinished Business

Community Wide Survey

Continued discussion on a  
potential survey as originally  
presented at the March 15th  
City Council meeting. Person  
to person versus a mailed out  
survey. Possible City Council  
action.

**COUNCIL LETTER 041921-VIIA**

**PARKS**

**TENNIS COURT RESURFACING**

**DATE:** April 15, 2021

**FROM:** Craig J. Wainio  
City Administrator

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As part of the maintenance of the tennis courts located at the South Grove Recreation Complex it is recommended that the courts are periodically resurfaced. Enclosed, please find a quote for the resurfacing of the courts. Funding for the resurfacing is provided for in the 2021 Capital Improvement Budget.

**PROPOSAL**

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**3731 Thurston Ave  
Suite 103  
Anoka MN 55303  
612-245-0750**

**[www.surfacepromn.com](http://www.surfacepromn.com)**

**Proposal  
Date: 4/1/2021**

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***Proposal Submitted To:***

**Mt Iron  
Tennis  
Craig Wainio  
Cwainio@ci.mountin-iron.mnus  
8586 Enterprise Drive South  
218-748-7570**

**We hereby bid to complete the following:  
Resurface 2 tennis courts**

- *Surface Inspection and Cleaning:*
  - Court will be cleaned thoroughly to remove all dirt and residue from the surface.
  - Clear entire court of debris.
  - Power wash all loose materials and debris from every part of the surface.

*\*Note: this process will take an on site water supply*

*Court Inspection:*

- Chips, Cracks, Dings- These areas will be repaired with portland and binder filler, applying pressure with a tool, such as a putty knife or trowel. This is done to insure that material comes in contact with all surfaces of the crack or void. The filler will be allowed to set a minimum of one hour. If material shrinks below grade level, material will be reapplied in the same manner and allowed to set.

*Surfacing/Resurfacing:*

- Apply one squeegee coat of Acrylic Resurfacer (ACR) will be applied in strict accordance with the SportMaster product specifications and guidelines. Surface coats will be applied at the manufacturer's recommended rates per square yard for each coat.
- Apply two squeegee coats of SportMaster Color-plus Acrylic Tennis Court Paint in strict accordance with the SportMaster product specifications and guidelines. Acrylic paint coats will be applied at the manufacturer's recommended rates per square yard for each coat.

Line two tennis courts with white textured line paint according to USTA standards.

1 court will be lined for pickleball in yellow  
Court color to be light green and dark green

- |   |
|---|
| <ul style="list-style-type: none"><li>• <b>Total for surfacing 2 tennis courts, price includes all materials and labor:<br/>\$15,600.00</b></li></ul> |
|---|

**Payment information**

Full payment due the day of completion.

**WARRANTY AND NOTES:**

All workmanship is warranted for 2 years, this includes and is limited to issues of peeling or de-lamination due to improper installation. De-lamination can occur due to water penetration and sitting water in puddles or low corners of the court, this is not covered in the 2 year warranty.

**CRACKS:**

1. Crack-filling does not imply crack elimination. Cracks can and often will reappear. This is normal, it is called reflection.
2. Surface Pro LLC is Not responsible for existing grades and drainage or compacting existing base.
3. Cracks if not patched will continue to expand over a period of time and conventional repair methods may become unavailable.
4. Surface Pro LLC is not responsible for cracks returning after repair.
5. A monthly finance charge of 2% will be added to any payments past due.

\*This estimate is based solely on the contractor's observations at the time of entering into this contract. If additional concealed conditions are discovered once the work has commenced, which were not visible at the time of entering into this contract, Contractor will identify the unforeseen conditions and notify the Customer of any additional costs, if any.

\*Customer agrees to pay for all unexpected or unanticipated extra costs, including but not limited to, soil corrections, protection of the project from weather conditions and all other similar costs. Customer will be responsible for all additional costs and time for work due to concealed conditions. Such conditions may also extend the time for completion of the work under this contract.

\*Estimate does not include any allowance for hazardous waste removal. All hazardous waste removal will be treated as an unforeseen condition.

\*The construction site will be a dangerous area. Customer waives all claims against builder for injuries or damages that customer or any member of customers family, friends, or guests may suffer while on or around the property during construction due to these and other hazards.

\*All unforeseen conditions will be treated on a time and materials basis at the rate of \$65.00/ hour plus materials.

- We will remove all waste generated from our work.

- Contractor is not responsible for pets not properly restrained leaving the property.

-Direct contact with your job supervisor will be available to you at all times should you have any questions or concerns.

All material is guaranteed to be as specified, and the above work to be performed in a substantial workmanlike manner with payments made as follows.

**Pre -Lien Notice**

- a. Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.
- b. Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.

Respectfully submitted

Mike Langmade

*This proposal may be withdrawn by us if not accepted within 30 days. Any alteration or deviation from above specifications involving extra costs will be executed only upon written order (minimum change order cost is \$100.00), and will become an extra charge over and above the proposal price. All agreements are contingent upon accidents, or delays beyond our control.*

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**Acceptance of Proposal**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.